

## Example External Reviewers Team Site Visit Itinerary

### Day 1

- 8:00-8:50 Orientation and Welcome (APR committee and executive/administrative assistants)
- 9:00-9:50 Overview of program (dean, department chair, program coordinator)
- 10:00-10:50 Classroom observation
- 11:00-11:50 Meet with Program Faculty/Staff
- 12:00-1:00 Lunch
- 1:00-1:50 Meet with Undergraduate and/or Graduate Education
- 2:00-2:50 Meet with current students
- 3:00-3:50 Meet with dean
- 4:00-4:50 External Review Team only

Arrange plans for dinner or transportation back to hotel

### Day 2

- 8:00-8:50 External Review Team only
- 9:00-9:50 Meet with any unit partners or additional leadership
- 10:00-10:50 Meet with affiliated and adjunct faculty
- 11:00-11:50 Meet with alumni
- 12:00-12:50 LUNCH
- 1:00-1:50 Meet with Provost
- 2:00-2:50 Meet with OIEP (Matthew DeSantis and Sheena Serslev)
- 3:00-3:50 External Reviewer Team only Meeting compiles Preliminary Findings
- 4:00-4:45 Exit Interview with team and dean